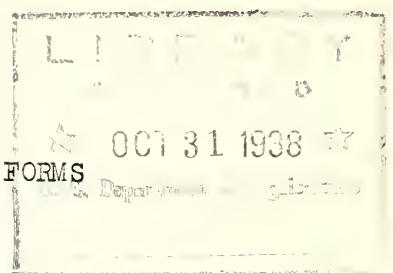


## **Historic, Archive Document**

Do not assume content reflects current scientific knowledge, policies, or practices.



Issued April 1938  
Revised October 1938U. S. Department of Agriculture  
Bureau of Animal Industry  
Animal Husbandry DivisionSUGGESTIONS FOR THE USE OF  
NATIONAL POULTRY IMPROVEMENT PLAN RECORD FORMS

The following forms, formulated and approved by the Committee on Record Forms, are available without cost to official State agencies for use in the administration and operation of the National Poultry Improvement Plan:

- N.P.I.P. Form 3 (Revised) - Flock-Selecting and Pullorum-Testing Report (in quadruplicate)  
N.P.I.P. Form 3a - Record of Males in Breeding Flocks (in quadruplicate)  
N.P.I.P. Form 4 (Revised) - Flock Inspection Report (in quadruplicate)  
N.P.I.P. Form 5 - Hatchery Inspection Report (in duplicate)  
N.P.I.P. Form 6 - U.S.R.O.P. Inspection Report (in duplicate)  
N.P.I.P. Form 7 - U.S.R.O.P. Breeding Pen Record (in triplicate)  
N.P.I.P. Form 8 (Revised) - U.S.R.O.P. Incubation and Chick-Banding Report (in triplicate)  
N.P.I.P. Form 9 (Revised) - U.S.R.O.P. Pedigree Index Record (For breeders who use serially numbered wing bands) (in duplicate)  
N.P.I.P. Form 9a - U.S.R.O.P. Pedigree Index Record (For breeders who use wing bands with pen and dam number) (in duplicate)  
N.P.I.P. Form 10 (Revised) - U.S.R.O.P. Sales Report (in quadruplicate)  
N.P.I.P. Form 11 (Revised) - U.S.R.O.P. Male Record (in triplicate)  
N.P.I.P. Form 12 (Revised) - U.S.R.O.P. Breeding Pen Progeny Record (in duplicate)  
N.P.I.P. Form 13 - U.S.R.O.P. Pullet Report (in duplicate and triplicate)  
N.P.I.P. Form 14 - U.S.R.O.P. Hen Report (in triplicate)  
N.P.I.P. Form 15 - Report of Sales of Hatching Eggs and Chicks to Hatcheries (in quadruplicate)  
N.P.I.P. Form 16 - Record of Chicks and Hatching Eggs Purchased (in duplicate)

N.P.I.P. Form 1, "Hatchery Agreement", and N.P.I.P. Form 2, "Flock Agreement", also formulated and approved by the Committee on Record Forms, to be used as a guide in making up State forms, are not printed in the Government Printing Office. These forms are contained in a mimeograph, A.H.D. No. 23.

The following suggestions are offered to assist in having these forms used uniformly in all of the cooperating States:

N.P.I.P. Form 3 (Revised) - Flock-Selecting and Pullorum-Testing Report

Prepare in quadruplicate. Original for official State agency; duplicate for agent or inspector who selects or tests the flock; triplicate for hatcheryman; quadruplicate for flock owner.

This report is to be filled out at the time the flock-selecting and/or pullorum-testing is done. In case these are done at different times or by different persons, separate reports are to be made.

Item 12 (percentage of reactors) is calculated by dividing the total number of reactors, males and females, by the total number of birds tested.

Item 24 is provided for the hatcheryman who is selling more than one grade of chicks within one U.S. breeding stage. Information on this item should be obtained from the hatcheryman at the time the selecting and testing are done or prior to the time of flock inspection.

N.P.I.P. Form 3a - Record of Males in Breeding Flocks

Prepare in quadruplicate. Original for official State agency; duplicate for agent or inspector who selects or tests the flock; triplicate for hatcheryman; quadruplicate for flock owner.

This form supplements N.P.I.P. Form 3 (Revised) and is for the purpose of recording wing- and leg-band numbers and body weights of males in National Poultry Improvement Plan breeding flocks. It is especially for use in U. S. Certified flocks and in States where the body weights of all breeding males are recorded. This report is to be filled out at the time the flock-selecting work is done.

N.P.I.P. Form 4 (Revised) - Flock Inspection Report

Prepare in quadruplicate. Original for official State agency; duplicate for official State inspector; triplicate for hatcheryman; quadruplicate for flock owner.

This report is to be filled out at the time flocks are inspected by the official State inspector.

Item 6 (leg bands sent in) does not apply where the rapid, whole-blood method of testing is employed.

Item 18 (wing-band numbers of males handled) is provided to record the wing-band numbers of males handled in U. S. Verified and U. S. Certified flocks.

The official State inspector should indicate in the space provided whether the flock is accepted, on probation, or rejected.

N.P.I.P. Form 5 - Hatchery Inspection Report

Prepare in duplicate. Original for official State agency; duplicate for official State inspector.

This report is to be filled out either during or immediately after the hatchery is inspected. It is intended to provide for a record of the observations made during the hatchery inspection.

Item 4 (grades of chicks produced) is provided for hatcheries that are selling more than one grade of chicks within one U. S. breeding stage. It is the responsibility of the official State agency to check on the number of chicks being sold of the different grades with the possible number of hatching eggs of these grades.

N.P.I.P. Form 6 - U.S.R.O.P. Inspection Report

Prepare in duplicate. Original for official State agency; duplicate for R.O.P. inspector.

This report is to be filled out by the R.O.P. inspector following each official inspection. Spaces are provided for the trap-nest record of the inspector for a period of two days. This is provided so that the form will be suitable for use in States where the inspection period lasts for two days.

In obtaining the breeder's reported egg production, it is suggested that production during the ten days preceding inspection be used. Percent production is calculated by dividing the total number of birds for the period into the total number of eggs.

N.P.I.P. Form 7 - U.S.R.O.P. Breeding Pen Record

Prepare in triplicate. Original for R.O.P. supervisor; duplicate for U.S.R.O.P. breeder; triplicate for R.O.P. inspector.

This form is to enable the R.O.P. supervisor to keep on file a record of all U.S.R.O.P. matings (paragraph 1, page 9, Miscellaneous Publication 300, The National Poultry Improvement Plan). It should be filled out by the U.S. R.O.P. breeder at the time the mating is made. It should be checked and signed by the R.O.P. inspector at the time of his first inspection of U.S.R.O.P. matings (paragraph 3, page 9).

N.P.I.P. Form 8 (Revised) - U.S.R.O.P. Incubation and Chick Banding Report

This report is the breeder's permanent record with duplicate form to report eggs set to official State agency. The triplicate form is to report the infertile eggs, chicks hatched, and the wing-band numbers of the chicks hatched.

The three records are bound together and are to be used in the following manner:

1. The breeder will place one sheet of carbon paper between the permanent record and the duplicate record.
2. Fill out all information at top of sheet such as breeder's name, pen number, etc.
3. List the series and number of the hen's leg band in the columns "Series" and "No."
4. When eggs are set, record the number of eggs set from each hen.
5. Within 5 days after incubation has begun, tear out first strip of duplicate record, fill in information requested on back of strip, and mail to official State agency.
6. The same procedure is followed with each succeeding set. The official State agency will paste the slips on a sheet of paper so that when the season is completed the record will appear exactly as shown on breeder's original.
7. When the chicks are hatched, the number infertile, number of chicks hatched, and the wing-band numbers will be recorded. Since the duplicate slip has been sent to the official State agency, the carbon paper will record this information on the triplicate record. Tear this slip out, fill in information requested on back of slip, and mail to official State agency within 5 days after the date of hatch. This information will in turn be pasted on the official State agency's record.

N.P.I.P. Form 9 (Revised) - U.S.R.O.P. Pedigree Index Record

Prepare in duplicate. Original for U.S.R.O.P. breeder; duplicate for official State agency.

This form is for the purpose of keeping a systematic record of the pedigree, sex, and disposal of U.S.R.O.P. chicks. It is especially designed for breeders who use serially numbered wing bands.

The following entries are to be made by the breeder at the time the U.S.R.O.P. chicks are wing-banded:

Date hatched

Wing-band number \_\_\_\_\_ to \_\_\_\_\_

Wing bands for the season should be listed in numerical order.)

Pen No.

(Number or letter of the breeding pen from  
which the chick was hatched.)

Dam's No.

(U.S.R.O.P. leg-band number of the chick's  
dam.)

The sex column should be filled in by the breeder at the time the chicks are examined for sex.

The disposal column should be used by the breeder to record chicks that have died, been culled, out of condition, culled for market, or found to have a disqualification. This column may also be used by the R.O.P. inspector in recording the examination of U.S.R.O.P male candidates for comb disqualifications (see general regulation No. 24).

The proper use of this form will enable breeders to evaluate their matings on the basis of livability of the progeny, freedom of the progeny from defects and disqualifications, and on any other character of the progeny which the breeder desires to record. It will also enable the breeder to find readily the sire and dam number of any wing-banded bird.

N.P.I.P. Form 9a - U.S.R.O.P. Pedigree Index Record

Prepare in duplicate. Original for U.S.R.O.P. breeder; duplicate for official State agency.

This form is for the purpose of keeping a systematic record of the pedigree, sex, and disposal of U.S.R.O.P. chicks. It is especially designed for breeders who use wing bands with pen and dam number. One form should be used for each female in U.S.R.O.P. matings.

The following entries are to be made by the breeder at the time the U.S.R.O.P. chicks are wing-banded:

Wing-band number (the serial number of the chick).

Pen No. (Number or letter of the breeding pen from  
which the chick was hatched.)

Date hatched

The sex column should be filled in by the breeder at the time the chicks are examined for sex.

The disposal column should be used by the breeder to record chicks that have died, been culled, out of condition, culled for market, or found to have a disqualification. This column may also be used by the R.O.P. inspector in recording the examination of U.S.R.O.P. male candidates for comb disqualifications (see general regulation No. 24).

The proper use of this form will enable breeders to evaluate their matings on the basis of livability of the progeny, freedom of the progeny from defects and disqualifications, and on any other character of the progeny which the breeder desires to record.

N.P.I.P. Form 10 (Revised) - U. S. R. O. P. Sales Report

Prepare in quadruplicate. Original for purchaser; duplicate for official State agency of State to which the products are shipped; triplicate for official State agency in the State of origin; quadruplicate to be retained by breeder.

This form is for the purpose of reporting the sale of U.S.R.O.P. hatching eggs (paragraph (1), page 7), chicks, cockerels, and mature birds (page 8, paragraph 3).

It should be filled out completely by the breeder at the time the U.S.R.O.P. products are sold. The original, duplicate, and triplicate are to be sent to the breeder's official State agency. After the report has been certified by the R.O.P. supervisor, one copy should be forwarded to the purchaser and, in the case of out-of-State sales, one to the official State agency in the State where the purchase is made. One copy is to be retained in the files of the official State agency.

N.P.I.P. Form 11 (Revised) - U.S.R.O.P. Male Record

Prepare in triplicate. Original for official State agency; duplicate for R.O.P. supervisor; triplicate for flock owner.

This report is to be filled out by the official State inspector at the time of inspecting and banding U.S.R.O.P. male candidates (pages 10 and 11, paragraph entitled U.S.R.O.P. MALES, and page 9, paragraph 1).

N.P.I.P. Form 12 (Revised) - U.S.R.O.P. Breeding Pen Progeny Record

Prepare in duplicate. Original for U.S.R.O.P. breeder; duplicate for official State agency.

This form is for the purpose of recording and summarizing production, hatching, chick mortality, and cockerel disposal records for each U.S.R.O.P. mating. It should be filled out by the U.S.R.O.P. breeder at the close of the record year and certified by the R.O.P. inspector.

Page 1 provides for the records of 10 of the dams used in the U.S.R.O.P. breeding pen. Records for the remaining dams in the breeding pen are provided for on page 3. The columns headed "Pen average or totals" on pages 3 and 4 comprise the pen record or a record of the male heading the pen. Columns are provided for the leg-band number, egg production, egg weight, and body weight for each daughter of the dams used in the breeding pen.

N.P.I.P. Form 13 - U.S.R.O.P. Pullet Report - and N.P.I.P. Form 14 -  
U.S.R.O.P. Hen Report

N.P.I.P. Form 13 is available in duplicate and triplicate, Form 14 in triplicate only. If in triplicate, original is for U.S.R.O.P. breeder; duplicate for official State agency; triplicate for Bureau of Animal Industry, U. S. Department of Agriculture. If in duplicate, original is for either the U.S.R.O.P. breeder or official State agency; duplicate for Bureau of Animal Industry.

These records will be analyzed for the purpose of determining the dams and sires which would qualify as U. S. Register of Merit. Also they will be used in studying the performance of birds entered under U.S.R.O.P. supervision throughout the United States.

These forms are attached in such a manner that carbon copies can easily be made. Each sheet provides space for fifty birds, when filled in with a typewriter and single-spaced.

The U.S.R.O.P. breeder should be supplied at the beginning of the trap-nest year with one form for each fifty birds that he expects to enter under U.S.R.O.P. supervision. As the birds are leg-banded, the entry leg-band number should be recorded in numerical order and the wing-band number of all pedigreed birds should be recorded in the column headed "Index". If a bird is not wing-banded, this should be indicated by recording the words "No band".

The breeder should then record the sire's and dam's U.S.R.O.P. leg-band number and dam's egg production in the columns provided for that purpose. These forms should then be given to the R.O.P. inspector or supervisor.

At the end of the year the R.O.P. supervisor should record the egg production, average egg weight, average body weight, and disposal or U.S.R.O.P. leg-band number for each bird. The completed report when signed by the R.O.P. supervisor will serve as a U.S.R.O.P. certificate.

The U.S.R.O.P. breeder may use the completed report for determining at an early date the birds that would qualify for U. S. Register of Merit. He may retabulate the records of the birds that meet the requirements for U. S. R. O. M. The certification of these reports by the R.O.P. supervisor will constitute official recognition of these superior breeding birds.

The following detailed suggestions are offered to assist the R.O.P. supervisor and the individual breeders in different States to fill in the report forms in a uniform manner:

1. In reporting the number of pullets (Form 13) or hens (Form 14) on the farm, the number of pullets and hens entered in U.S.R.O.P., and the number of pullets and hens qualified, only birds of the same breed should be recorded on any one page.
2. The State leg-band numbers of all birds entered in U.S.R.O.P. are to be listed in column 1, in numerical order. Include the complete record on every bird entered in U.S.R.O.P. that finished the year irrespective of whether she qualified.
3. The egg production reported in column 2 is the annual egg production of the birds entered in U.S.R.O.P. measured according to the provisions of the National Poultry Improvement Plan.
4. The average egg weight reported in column 3 should be the average of all egg weights taken by the breeder and the inspector, as provided for in the plan, and is to be given in ounces and the nearest tenth of an ounce per dozen.
5. The average body weight reported in column 4 should be the average of the two weights taken by the R.O.P. inspector between January 1 and August 1 and given in pounds and the nearest tenth of a pound.
6. The "Disposal" column provides for a report on the disposition of birds which failed to qualify. These descriptive terms will prove of considerable value to the breeder in analyzing the breeding value of families. To facilitate the keeping of these data, the disposition of U.S.R.O.P. candidates should be recorded on the monthly trap-nest sheets.
7. The U.S.R.O.P. leg-band number should be listed in column 7 for each bird that qualifies and is leg-banded.

N.P.I.P. Form 15 - Report of Sales of Hatching Eggs and Chicks  
to Hatcheries

This report is to be filled out by the hatcheryman on each sale of hatching eggs or chicks to other hatcheries.

For out-of-State sales, prepare in quadruplicate. Original for purchaser; duplicate and triplicate for official State agency; quadruplicate for seller.

For within-the-State sales, prepare in triplicate. Original for purchaser; duplicate for official State agency; triplicate for seller.

For out-of-State sales the official State agency in the State of origin should certify and send to the official State agency where the products are purchased the duplicate copy of this form.

In the sale of hatching eggs the original report may be placed in the container. In the case of baby chicks the original report should be mailed to the purchaser at the time of shipment.

N.P.I.P. Form 16 - Record of Chicks and Hatching Eggs Purchased

Prepare in duplicate. This form is to be filled out by breeders or hatcherymen purchasing baby chicks or hatching eggs from other hatcheries. Original to be sent to the official State agency weekly; duplicate to be retained by the hatcheryman.

